



Chaffee County Fire Protection District

499 Antero Circle
Buena Vista, Colorado 81211

CHAFFEE COUNTY FIRE PROTECTION DISTRICT REGULAR BOARD OF DIRECTORS MEETING MINUTES

WHEN: Tuesday, June 1, 2021
TIME: 7:00 P.M.
PLACE: CCFPD Training Facility: 22575 US HWY 285, Nathrop CO 81236
And Via Zoom Conference
Meeting ID: 656 032 0649
Phone Number: (346) 248-7799
Passcode: 1976

CALL TO ORDER

The meeting was called to order at 7:08 p.m. by Chairperson Brown.

- **Attendance**

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term Expires:</u>
Seat 1 - Scott Leonard	Director	5/2022
Seat 2 - Thomas Navarrette	Vice-President	5/2022
Seat 3 - Stuart Langrehr	Director	5/2022
Seat 4 - Mary Brown	President/Chairperson	5/2023
Seat 5 - Cathryn Bishop	Treasurer	5/2023
<u>Staff:</u>		
Robert Bertram	Fire Chief	
Kira Jones	Administrative Assistant and Secretary to the Board	
Dino Ross	Legal Counsel	via Zoom

- **Additions/Deletions and approval of Agenda**

Vice President Navarrette moved to approve the agenda as presented. Director Leonard seconded. Motion carried unanimously.

- **Review and approve the minutes of the May 4, 2021 regular Board meeting.**

Director Leonard moved to approve the minutes of the May 4, 2021 regular Board meeting, as presented. Director Bishop seconded. Motion carried unanimously.

- **Review and approve the minutes of the May 12, 2021 special Board meeting.**
Director Bishop moved to approve the minutes of the May 12, 2021 special Board meeting, as presented. Director Langrehr seconded. Motion carried unanimously.

OPEN SESSION

- None

ATTORNEYS' REPORT

- **Review and discuss Attorneys' Report**
Attorney Ross reviewed with the Board the attorneys' report.

NEW BUSINESS

- **Addition and Removal of Signer on Chaffee County Fire District Accounts**
Administrative Assistant Jones asked the Board to consider the official removal of former President Robert Throp as a signer for the TBK bank accounts and the addition of Director Stuart Langrehr as a signer for the TBK bank accounts.

Director Bishop moved to remove Robert Thorp from all Chaffee County Fire Protection District banks accounts and to add Director Stuart Langrehr as a signer for the TBK bank accounts. Vice-President Navarrette seconded. Motion carried unanimously.

- **Consideration of Additional Staffing Positions**
Chief Bertram asked the Board to consider the additional staffing positions of mechanic assistant and inspector. Discussion followed.

Vice-President Navarrette moved to authorize Chief Bertram to post the proposed job descriptions and to move forward with hiring an additional inspector and a mechanic assistant. Director Bishop seconded. Motion carried unanimously.

FINANCIAL REPORT

- **Review May draft financial reports and approve bill payments made since the last Board meeting.**
Chief Bertram and Administrative Assistant Jones reviewed the draft May financials and the itemization of bills paid since the last Board meeting. Discussion followed.

Director Bishop moved to approve the draft May financials and bills paid since the last Board meeting. Director Leonard seconded. Motion passed unanimously.

STAFF REPORTS

- Chief Bertram presented the following Staff reports:
 - Fire Chief Robert Bertram
 - Training Captain Brian Welch
 - Retention & Recruitment Steven Jones
 - Maintenance Technician Chris Stromer
 - Inspector Jason Balmos
 - Administrative Assistant Kira Jones

OLD BUSINESS

- **Station 4 Remodel**

Chief Bertram provided an update to the Board on the progress of construction. Discussion followed.
- **Strategic Plan**

Chief Bertram advised the Board that he wishes to revisit the strategic plan and move forward. Discussion followed.

ACTION ITEMS

- None

ADJOURNMENT

Director Bishop moved to adjourn the meeting. Vice-President Navarrette seconded. Motion carried unanimously.

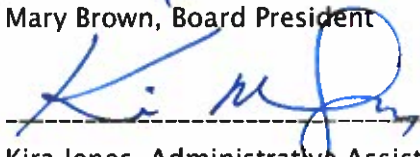
Chairperson Brown adjourned the meeting at 9:29 p.m.

APPROVAL

We attest that the foregoing minutes, which have been approved by the affirmative majority vote of the Board of Directors of the Chaffee County Fire Protection District, are a true and accurate record of the meeting held on the date stated above.



Mary Brown, Board President



Kira Jones, Administrative Assistant and Secretary to the Board